

Professional Lobbyist Summary Filing Table

NOTE: This tabulation is only an abbreviated guideline, provided for convenient access to the statutes. Please refer to title 24, article 6, part 3, Colorado Revised Statutes, for actual requirements in all cases.

What Is Filed	Who Files	When to File
Professional Lobbyist Registration Statement (24-6-303)	Every professional lobbyist, as defined at 24-6-301 (6), for each year during which (s)he engages in lobbying, as defined at 24-6-301 (3.5)	At any time prior to lobbying activity in any state fiscal year (new registrations) or before expiration of preceding registration on July 15 (renewals) (24-6-303 [1.5])
Notification of Additional Agreement to Lobby When the General Assembly Is in Session (24-6-302)	Any registered professional lobbyist who agrees to lobby for any person not disclosed in Registration Agreement Statement (24-6-302 (6) [a])	For a written agreement; within 24 hours of agreement date, electronically or by facsimile transmission. For an oral agreement, within 24 hours of: (a) subsequent written agreement; (b) commencement of lobbying activities; or (c) date lobbyist receives any payment on the agreement, whichever comes first, electronically or by facsimile transmission.
Notification of Additional Agreement to Lobby When the General Assembly is Not in Session (24-6-302)	Any registered professional lobbyist who agrees to lobby for any person not disclosed in Registration Statement (24-6-302 (6) [a])	Within five working days of additional oral or written lobbying agreement (24-6-302 (6) [a])
Amendment to Registration Statement	Any lobbyist who has filed a Notification, as described above (24-6-302 (6) [b])	Concurrently with the next Disclosure Statement due after the Notification (24-6-302 (6) [b])
Monthly Disclosure Statement	Any registered professional lobbyist and Any firm organized for professional lobbying purposes that employs a registered professional lobbyist (24-6-302 [2.5]) Any other person who makes expenditures for gift/entertainment purposes for benefit of covered officials in aggregate amount of \$200 in a calendar year (24-6-302 [2])	Within 15 days after the end of first calendar month in which there is any lobbying expenditure or income and within 15 days after the end of each subsequent month during the year (24-6-302 (3) [a])
Cumulative Disclosure Statement (24-6-302 [3] (b))	Any person filing Disclosure Statement(s) in any state fiscal year (24-6-302 (3) [b])	Upon termination of lobbying activities and completion of disclosures for the year, with termination disclosure statement (24-6-302 [4]) and No later than July 15 of the next year. (24-6-302 [3])

Where to File:

**Secretary of State
Lobbying Section, Elections Division
1700 Broadway, Suite 270
Denver, Colorado 80290
Fax: (303) 869-4861
E-filing: sos.elections@sos.state.co.us**

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